

To: Mayor and Town Council

From: Chris Landrum, Finance Director

**Through: Mario Canizares, Town Manager
Bob Scott, Deputy Town Manager**

Re: December 2023 Monthly Financial Report

Town Council Meeting – January 23, 2024

Strategic Visioning Priority: 4. Provide Excellent Municipal Services

Agenda Item:

Consider acceptance of the December 2023 monthly financial report.

Description of Agenda Item:

The Town Charter requires the submission of monthly financial reports to the Town Council. In summary, both revenues and expenditures are within the expected ranges and no unexpected events have occurred that require significant changes in original projections.

The attached monthly financial report for December 2023 was prepared in the old format. This format is not particularly “user friendly” and staff is looking to reformat the monthly financial reports after the ERP software conversion.

Budget Impact:

There is no budgetary impact affiliated with this item.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. Monthly Financial Report – December 31, 2023
2. First Quarter Financial Summary

Town Staff Recommendation:

Town staff recommends Town Council vote to accept submission of the monthly financial report for the period December 2023 in compliance with the requirements of the Town Charter.

Proposed Motion:

I move to accept the December 2023 Monthly Financial Report in compliance with charter requirements.